

**Town of Bellefonte, Delaware**  
**Town Meeting Minutes, March 11, 2024**

**Attending:** Scott MacKenzie, Brandon Dougherty, Andrew Ritchie, Logan Ritchie, Treasurer and Tax Collector Curt Nass

**Absent:**

**Call to Order:** The meeting was called to order at 7:05 pm.

**Minutes to the Previous Meeting:** Brandon made a motion to waive the reading of the February 2023, meeting minutes and to approve as distributed; Logan seconded, all were in favor.

**Special Guests:** Valerie from Bellefonte Arts, would like town to support the festival on 5/18/2024 and provide portable toilets, will put on agenda for April meeting.

**Board of Adjustments:** Special use exception for 1223 was approved.

**Planning Commission:** Approved changes to BOA document regarding variances at 3/4/2024 meeting, application at 1214 Brandywine replacement deck approved at meeting on 3/11/2024.

**Board of Elections:** Patty Vidiksis is preparing documents for State Election Commission.

**Treasurer's Report:** Curt presented the Financial Report for February 2024 (attached) and a monthly progress budget report for Commission review. Andrew made a motion to accept the Treasurer's report as presented, Brandon seconded, all were in favor.

**Tax Collector's Report:** Curt Nass provided tax collector's report.

**Old Business/President's Report/Correspondence:**

Town Hall improvements, Staircase has been completed, fire tower almost completed, project should be completed by end of April, downstairs unusable at this time

Sidewalks, no update on sidewalk repairs on Bellefonte Avenue.

Edison Lights on Brandywine Blvd., lights were ripped down at town parking lot entrance, town will not replace the lights at entrance to parking lot.

MacDonough Memorial, look to reschedule first week of June.

Verizon contract, nothing to report

**Correspondence:**

- Via USMail – Verizon annual royalty fee, 8,740.08
- Via USMail – signed DelDot agreement for sidewalk replacement on 1300 block of Brandywine.
- Via USMail – Gannett – affidavit for public hearing notice 3/11 and 4/9
- US Mail – SREC check for solar panels for \$92.90.

**Public Comments:** None

**New Business:**

- Land Use Code, discussion about public hearing feedback and scheduling of April public hearing, no attendees at first public hearing, before next meeting compare side by side current and revised document. In advance of next meeting, Commissioners to review land use documents.
- Summer concert series, Scott made a motion to approve up to \$2,000 for food/entertainment for summer concert series, Brandon seconded, all were in favor
- Delaware Community Benefits Agreement Coalition, port development in Edge Moor, town will not participate formally through membership and will continue to monitor and keep apprised on the situation in Edgemoor. Town will invite the organization to participate in an information session before May meeting.

**March 2024 Bills**

<b>Payee</b>	<b>Description</b>	<b>Amount</b>
Delmarva Power	Streetlights	\$1,533.64
Delmarva Power	Town Hall	\$379.47
Delmarva Power	Town Hall Annex gas	\$208.46
GFL Environmental	Monthly trash/recycling – February	\$12,000.69
Parkowski, Guerke, et al	February legal services – Inv. 56	\$828.00
Veolia	Water service – February	(no bill) Up to \$25.00
Comcast	Phone & Internet – March	Up to \$225.00
Will Merlo	Town Hall Cleaning -March	\$100.00
Will Merlo	Montrose Hall ceiling repair	\$500.00
Joseph Finocchiaro & Bros	Salt 2/16 & 17	\$1,800.00
Scott MacKenzie Reimb	February meeting food	\$50.00
Curt Nass	Reimb. Iron Mountain file destruction	\$369.00
Jim Paradise	Land Use training reimbursement	\$134.53
Deldeo Builders	Deposit for stairwell construction	\$45,000.00 (PAID)
Illan’z Glitterbugz	Deposit for Spring Flea facepainting	\$250.00 (PAID)
Illana’s Glitterbugz	Balance due face painting Spring Flea	\$250.00 (Hold 4 event)
<b><u>ARPA payments</u></b>		
Cultivate Forward	March contract payment	\$5,158.33
Ross Logan	Contract second payment	\$1,000

Scott made a motion to pay the bills as read, Logan seconded, and all were in favor.

**Announcements:**

- Next Planning Commission/Zoning Review Board meets on every Monday at 7 pm or when they have an application; monthly meeting on Monday, April 1, 2024, at 7 pm.
- Next Town of Bellefonte Commission meeting, April 8, 2024, at 7 pm.
- A public hearing regarding the land use code will be held April 8, 2024, at 6 pm.
- Scott made a motion to adjourn the meeting was made at 8:27 pm without objection

Submitted by:

\_\_\_\_\_  
 Andrew Ritchie

\_\_\_\_\_  
 4-8-24  
 Approved:

## Town of Bellefonte Monthly Treasurers Report February 2024

	Town Account (774)	MSAF Account (782)	Property Transfer Account (445)	TD Bank CD	ARPA Account (693)	Total of Town Accounts
<b>Balance 02/01/2024</b>	<u>\$230,698.73</u>	<u>\$4,945.32</u>	<u>\$34,234.80</u>	<u>\$80,000.00</u>	<u>\$15,828.35</u>	<u>\$365,707.20</u>
<b>Receipts</b>						
Property Transfer Tax			\$18,945.00			\$18,945.00
Town Taxes	\$205.50					\$205.50
Comcast Franchise Fee	\$5,378.95					\$5,378.95
<b>Total Receipts</b>	<u>\$5,584.45</u>	<u>\$0.00</u>	<u>\$18,945.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$24,529.45</u>
<b>Disbursements</b>						
GFL - Trash Collection			\$11,990.69			\$11,990.69
Delmarva - Town Street Lights		\$1,518.64				\$1,518.64
Delmarva - TH Gas & Electric	\$453.69					\$453.69
Delmarva - Annex Gas	\$253.87					\$253.87
Comcast Cable	\$450.00					\$450.00
Veolia Water	\$59.91					\$59.91
New Castle County (sewer)	\$20.25					\$20.25
Reimburse - S.MacKenzie - TH Equipment/Food	\$211.73					\$211.73
Reimburse - S.Kimmel - Floor repairs	\$400.00					\$400.00
Reimburse - D.Brenner - Floor repairs	\$15.88					\$15.88
Snow Plowing	\$12,090.00					\$12,090.00
Barbacane/Thornton Audit	\$465.00					\$465.00
Will Merlo-Maintenance/Holiday Decorations	\$450.00					\$450.00
Legal Fees	\$483.00					\$483.00
Gannett Public Notices	\$71.04					\$71.04
Bank Fee	\$28.49					\$28.49
Cultivate Forward					\$5,158.33	\$5,158.33
					\$1,000.00	\$1,000.00
<b>Total Disbursements</b>	<u>\$15,452.86</u>	<u>\$1,518.64</u>	<u>\$11,990.69</u>	<u>\$0.00</u>	<u>\$6,158.33</u>	<u>\$35,120.52</u>
<b>Ending Balance 02/29/2024</b>	<u>\$220,830.32</u>	<u>\$3,426.68</u>	<u>\$41,189.11</u>	<u>\$80,000.00</u>	<u>\$9,670.02</u>	<u>\$355,116.13</u>

February Properties: 412 Maple  
710 Brandywine  
604 Brandywine  
804 Brandywine